

**Collaborative for Regional Educational Services and Training  
Board of Director's Meeting  
480 Broadway, Methuen, MA 01844**

**AGENDA**

**Wednesday, June 4, 2014  
8:30-10:30 am**

- 1) CALL TO ORDER (Chairperson, Judith Scannell)**
  - a) Welcome
- 2) PLEDGE OF ALLEGIANCE**
- 3) APPROVAL OF MINUTES**
- 4) PUBLIC COMMENT**
- 5) OLD BUSINESS**
  - a) Action Needed: Human Resources Director
  - b) Action Needed: Finance and Operations Policy and Procedure Manual
  - c) Action Needed: Transfer Funds to Retiree Health Trust
  - d) Action Needed: Topsfield Technology and Equipment
- 6) NEW BUSINESS**
  - a) Action Needed: Treasurer Evaluation
  - b) Action Needed: Administrative Contracts
  - c) Action Needed: Signators
  - d) Action Needed: Salary Schedule FY15 Additions
  - e) Action Needed: Enrichment Donations
- 7) FINANCE REPORT**
  - a) Action Needed: Year-to-Date FY14
  - b) Action Needed: Aging Report
- 8) PERSONNEL REPORT**
  - a) Action Needed: FY15 Staffing Approvals
- 9) ADVISORY COMMITTEE REPORTS**
  - a) Finance Advisory
  - b) Facilities Advisory
  - c) Personnel Advisory
- 10) EXECUTIVE SESSION**
  - a) Minutes
  - b) Contracts

\*\* Revised 5/28/14

Note: Executive Session added